

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Tuesday, April 27, 2021 in the Community room of the Juneau Senior Apartments located at 491 E Center Street Juneau, WI.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Mary Reak, Shirley Kitchen, Eugene Wurtz, Donna Maly

Absent: None

Also Present: Donna Braun, Executive Director and Jamie Rhodes, Housing Supervisor

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Donna Maly to approve the agenda. The motion was seconded by Eugene Wurtz. Motion carried.

Motion was made by Mary Reak to dispense the reading of the March 24, 2021 regular meeting and approve them as presented. The motion was seconded by Shirley Kitchen. Motion carried.

Public Forum- None

Communications- Letter from NEF for Phase 1 review that the files are exceptional.

The Financial reports were reviewed. A motion was made by Shirley Kitchen to approve the financial reports as presented. The motion was seconded by Mary Reak. Motion carried.

Bills for Dodge 1, 6, OGLLC, Phase 2 HA, and HUD were presented. Board reviewed check 7444. Change locks on apt door. Reviewed check 18505- last unit to be remodeled in D6. Motion was made Mary Reak to approve the bills and pay as due. The motion was seconded by Donna Maley. Motion carried.

Reports:

Occupancy report/HUD utilization:

Dodge 1, 6 and OGLLC Occupancy Report for period April 1, 2021.

Theresa	12-10	Burnett	12-12	Iron Ridge	8-7	Waupun	48-45
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Ashippun	12-12	Lowell	12-11	Juneau	15-14	Oak Gove	24-23
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Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-15	Phase 2	20-20
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Housing Choice Voucher Section 8 Program April 2021: Vouchers – 105 + 3 port out + 20 PBV

Maintenance report- limited maintenance, Phase 2 garage codes, snakes in Theresa, Phase 1 water heater replacement, Waupun building water leak in laundry room.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report.

Management- Donna and Jamie are participating in WHEDA supportive Housing webinars. Donna processed quarterly reporting. Considering open community rooms in May/ June awaiting CDC guidelines.

Phase 2 updates- Gave tour to Mayville developers. Full occupancy for 3/1, working on stabilization and reporting.

Old Business:

A. None

New Business:

- A. A motion was made by Mary Reak to approve the D6 July 1, 2021 budget with rent increase. The motion was seconded by Eugene Wurtz. Motion carried.
- B. A motion was made by Shirley Kitchen to approve the bid for the A133 audit bid at \$12,750. The motion was seconded by Donna Maly. Motion carried.

A motion was made by Mary Reak and seconded by Eugene Wurtz to convene in closed session for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises public funds, or conducting other specified public business, whenever collective bargaining reasons require a closed session. This meeting is pursuant to Section 1985(1) © and (e) of the Wisconsin Statutes. Immediately following the closed session, the Committee will reconvene in open session to consider the following matters. Motion carried by unanimous vote.

Roll Call: Glenn Stousland, Chairman, Eugene Wurtz and Mary Reak, Shirley Kitchen, Donna Maly
Absent: none

A motion was made by Mary Reak to reconvene in open session. The motion was seconded by Donna Maly.

A motion was made by Glenn Stousland to increase Executive Director annual salary. The motion was seconded by Donna Maly. Motion carried.

Announcements: Donna vacation 5/10-5/16, Staff will participate in online WICARH fair housing training.

A motion was made by Shirley Kitchen to adjourn. The motion was seconded by Mary Reak. Motion carried.

Meeting adjourned at 10:00 a.m.

Glenn Stousland, Chairperson

Donna Braun, Executive Director

DODGE COUNTY HOUSING AUTHORITY
OCCUPANCY REPORT Affordable Apartments

April 1, 2021

Move-Outs/Move Ins

May 1, 2021

Dodge 1

Theresa 12-10
 Ashippun 12-12
 Reeseville 14-13
 Burnett 12-12
 Hustisford 14-14
 Lowell 12-11
 Iron Ridge 8-7
 Juneau 15-14
 Beaver Dam 17-15
 Total Vacancies 116 -108
 Percent Vacancy 6.9%

1 M/O

1 M/I, 1 M/O

Theresa 12-10
 Ashippun 12-12
 Reeseville 14-12
 Burnett 12-12
 Hustisford 14-14
 Lowell 12-11
 Iron Ridge 8-7
 Juneau 15-14
 Beaver Dam 17-15
 Total Vacancies 116 - 109
 Percent Vacancy 7.6% YTD 7.14%

Dodge 6 Waupun 48- 45
 Percent Vacancy 6.3%

Waupun 48-45
 Percent Vacancy 6.3% YTD 5.7%

OGLLC Phase 1 24 -23
 Percent Vacancy 4.2%

1 M/I

OGLLC P1 24-24
 Percent Vacancy 0.0% YTD 3.86%

OGLLC Phase 2 20-20
 Percent Vacancy 0%

3 M/I

OGLLC P2 20-20
 Percent Vacancy 0% YTD

All Units 208 /196 6%

All Units 208/196 6%

HUD HOUSING CHOICE VOUCHER PROGRAM

April 1, 2021

Total program participants paid by Dodge County 105 + 1 port out + 20 PBV= 126 total

May 1, 2021

Less 1 household removed
 Less 1 households voluntarily off
 Less 0 port out absorbed
 Less 0 port out billing
 Less 1 voucher searching
 Added 0 Port In absorbed
 Added 0 New
 Added 0 voucher searching back on program
 Paying for port out 1
 PBV 20
 Total program participants we are paying for 123
 Current program participants searching 1
 Current Vouchers Issued 0
 HVC Waiting List 772 applications – 505 local preference
 PBV Waiting List 61 applications – 40 local preference

Prepared – May 18, 2021